

DPLU/DPW PROJECT ISSUE RESOLUTION FORM

UPON COMPLETION FAX TO: (858) 694-2555 ATTN: Cecilia Caballes Phone: (858) 694-3817

PURPOSE: To provide land use permit/entitlement applicants an opportunity to quickly and inexpensively have project issues that they have not been able to resolve with project staff considered by senior County management.

LIMITATIONS: This process will not reconsider final decisions (including appeals) or recommendations made by the Director or any other formal County of San Diego decision-making body. Furthermore, this process does not replace any other appeal mechanisms such as CEQA determinations, or administrative appeals but may be used to augment these processes. This process is not available for project opponents or for code enforcement issues as the existing process allows for public input as part of the decision/hearing process and for appeals of code enforcement issues. Lastly, decisions resulting from this process will not be binding on any County Decision-Maker including the Directors of DPLU/DPW.

SCHEDULING AND LOCATION: Conferences will occur every Thursday afternoon in the DPLU Chiefs Conference Room located at the DPLU/DPW Offices, 5201 Ruffin Road, Suite B, San Diego, CA 92123. Upon submittal of this form you will be notified of the specific meeting time.

COSTS: Charges will be made in accordance with the DPLU and DPW fee ordinances. In general, for land use applications with a deposit account, project level staff will charge the applicant's trust account but management and the secretaries will not. Project staff time charged will be minimized.

DATE:

PROJECT NUMBER:

PROJECT NAME:

APPLICANT'S POINT OF CONTACT NAME:

APPLICANT'S POINT OF CONTACT PHONE:

IS REQUESTOR AN ATTORNEY OR BRINGING AN ATTORNEY TO THE MEETING AND PLANNING TO DISCUSS LEGAL ISSUES? ☐ YES ☐ NO

Be aware that DPLU Policy requires that a Deputy County Counsel attend meetings where an outside attorney is present and plans to discuss legal issues. Deputy County Counsel will charge at the hourly rate mentioned below. If you check the "Yes" box, above, change your mind and fail to notify DPLU that you will not bring an attorney, County Counsel charges for preparation and travel (generally 1-2 hours) will still be applied. If you check the "Yes" box and legal issues are brought up during the meeting, the meeting will be stopped and the applicant will have the option of either asking their attorney to leave or having the meeting rescheduled so that County Counsel can be present.

HAVE YOU TRIED TO RESOLVE LISTED ISSUES WITH STAFF? ☐ YES ☐ NO

NOTE: Except for issues regarding customer service, there must be an effort by the applicant to resolve the issue with County project staff before consideration under this process. Contact your County Project Manager if you have questions.

ISSUE(S) TO BE CONSIDERED: Please list the issue(s) to be discussed at the conference. Please present your issue(s) in a thorough, clear, concise and fact-based manner. Each project will generally be limited to no more than 30 minutes unless there are extenuating circumstances. Management will only consider the issue(s) specifically listed below. (Attach additional sheets as necessary)
